



Moundville Sanitary/Stormwater Utility Bd.  
P.O. Box 480  
Moundville WV 26041  
Phone 304.845.4360  
Fax 304.845.8973  
[www.moundvillewwtp.com](http://www.moundvillewwtp.com)

July 21, 2020

WVDEP-DWWM  
MS4 Stormwater Program  
Attention: Director

Moundville Sanitary/Stormwater Utility Board  
P.O. Box 480  
Moundville, WV 26041  
Permit # WVR030013

RE: 6/27/2019 to 6/27/2020 MS4 Annual Report

Dear Director,

Please accept this as the City of Moundville Stormwater Utility Board's MS4 annual report for June 27, 2019 to June 27, 2020. If you have any questions please do not hesitate to call me at 304-845-4360, Monday through Friday, 7:30 am. To 3:30 pm. Or by e mail at [lrbonar@moundvillewwtp.com](mailto:lrbonar@moundvillewwtp.com).

Sincerely,

A handwritten signature in blue ink that reads 'Larry R. Bonar'.

Larry R. Bonar  
Superintendent  
Moundville Sanitary/Stormwater Utility Board

Moundsville Sanitary/Stormwater Utility Board

Permit # WVR030013

6/27/2019 to 6/27/2020

City of Moundsville, Marshall County, West Virginia

Table of Contents

Cover Letter

Table of Contents

MS4 Annual Report

Page 1-25

Certification Page

Page 26

Moundsville Stormwater Financial Report

Page 27-30

Moundsville Stormwater Utility Board's Budget

Page 31-33

IDDE additional information, question 71, page 14

Page 34

MS4 Representative Out Fall Testing Results and  
Impaired Stream Outfall Testing

Page 35



STATE OF WEST VIRGINIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
DIVISION OF WATER AND WASTE MANAGEMENT

**MS4 ANNUAL REPORT FORM**

For Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

Please see instructions before completing this form. If you need more space than allowed, please attach a document.

Abbreviations

BMP = Best Management Practice

IDDE = Illicit Discharge Detection and Elimination MCM

= Minimum Control Measure

SWMP = Storm Water Management Program

TMDL = Total Maximum Daily Load WV

= West Virginia

I. Small MS4 Operator Information		
1. Annual report reporting period:	6/27/2019 to 6/27/2020	
2. Name of MS4: City of Moundsville	3. Registration number: WVR030013	
4. Primary contact: Larry R. Bonar	5. Title: Superintendent	
6. Mailing address: 800 6 <sup>th</sup> Street		
7. City: Moundsville	8. Zip code: 26041	9. County: Marshall
10. Telephone number: 304-845-4360		
11. Email: lrbonar@moundsvillewwtp.com		

II. Impaired Waters Information		
12. Does the MS4 discharge into impaired water bodies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
13. Please provide a description of specific BMPs that were implemented to reduce pollutants of concern in impaired receiving waters and waters in which a TMDL has been developed. (WV MS4 2009 General Permit, p. 25, #12)		
1). Maintained Pet waste signs at city owned recreational parks and walking trails.		
2.) Maintained Pet waste Stations at City Parks and walking trails. Replaced 4,000 pet waste bags during the year at 7 pet waste stations.		
3. Published an ad in the Moundsville Daily Echo On September 26 2019 and October 16, 2019 for "10 simple things you can do to help keep our streams and river clean", pet waste was one topic, fertilizers, yard waste, motor oil disposal, car washing and maintenance, trash disposal and general statements about storm water.		
4). Published ad in Moundsville Echo newspaper on April 14, 2020 and May 12, 2020. This ad was a 6 inch by 10 inch box ad that had 10 tips that anyone can do to help keep our local streams and river clean. It covered car washing, fertilizers and pesticides, yard waste, car washing, disposal of motor oil and anti-freeze, proper disposal of trash, litter, cigarette butts, illicit discharges and pet waste.		
<b>MDSV WVR030013</b>		

5). Advertised the Ohio River Sweep at the Moundsville City Building.

6). Conduct Public Education on pet waste by:

A. Published ad in the Moundsville Echo newspaper on April 28, 2020 and May 5, 2020. The ad is a 6 inch by 8 inch boxed ad discussing the harmful effects of pet waste to our local streams as well as people and how to properly dispose of pet waste.

B. Published ad in Moundsville Echo newspaper on April 14, 2020 and May 12, 2020. This ad was a 6 inch by 10 inch box ad that had 10 tips that anyone can do to help keep our local streams and river clean. It covered car washing, fertilizers and pesticides, yard waste, car washing, disposal of motor oil and anti-freeze, proper disposal of trash, litter, cigarette butts, illicit discharges and pet waste.

C. Maintained pet waste signs throughout town.

D. Educational materials at City Building bulletin board and flyers.

E. Did education at the Marshall County Chamber of Commerce Home Show on March 6 and March 7, 2020.

F. Educational material on web site [www.moundsvillewwtp.com](http://www.moundsvillewwtp.com).

7). Advertised storm water hotline/report line where citizens can call to provide information on spills, illicit discharges, cross connections, flooding or to obtain information on storm water pollution and program:

A. Advertised report line on the August 2019 water and sewer bill sent to all Utility customers in Moundsville and surrounding areas. Bills are sent to approximately 4500 Utility customers.

B. Advertised report line in the August 29, 2019 Wheeling News Register and Intelligencer 2019 High school Football Preview supplement.

C. Advertised report line in the August 30, 2019 Wheeling News Register and Intelligencer 2019 High school Football supplement for the local John Marshall High School football team.

D. Advertised report line in the September 26, 27, 28, 29 and 30 2019, Wheeling News Register and Intelligencer. Appeared in a section called "Cultivating Success, Enjoy Your Communities".

E. Advertised report line in the October 25, 2019, Wheeling News Register and Intelligencer in a section for Halloween.

F. Advertised report line on 11/28/19 in the Wheeling News Register and Intelligencer. Christmas Supplement.

G. Advertised report line in the 12/4/2019 High School/College Supplement additions of the Wheeling News Register and Intelligencer.

H. Advertised report line in the 2/24/2020 special supplement "Energy" of the Wheeling News Register and Intelligencer.

**MDSV. WVR030013**

I. Advertised report line in the March 23, 24, 25, 26, 27 and 28, 2020 additions of the Wheeling News Register and Intelligencer in the "Seeking Clearer Vision: Enjoy Your Communities" page.

J. Advertised the report line at the March 5 and 6 2020 Marshall County Chamber of Commerce Business and Home Show.

K. Have report line on our web site at [www.moundsvillewwtp.com](http://www.moundsvillewwtp.com).

8.) Conducted dry weather storm water outfall inspections of 62 outfalls on September 10, 11 2019.

9). Conducted Commercial education to first responders on bar screens in the storm water collection system to prevent flooding and debris from entering the collection system. Sent letter and pictures to Moundsville Paid fire department, Moundsville Police Department, Moundsville Public Works Department, Moundsville Volunteer Fire Department, Glen Dale Volunteer Fire Department, Marshall County Sheriff Department, Marshall County 911, Marshall County Office of Emergency Services and the West Virginia State Police.

10). Continue to work with the Moundsville Sanitary Board during smoke testing, dye testing and camera work for seeking cross connections.

11). Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department. The City Safety Manager also conducted Safety Committee meetings.

A. Rain Check MS4 and IDDE video and training was held during a training session. 25 Employees attended.

B. Spills and Skills for City Employees and Sanitary/Stormwater Utility employees. 35 City, Sanitary and Stormwater employees attended.

C. Employees attended Rural Water Conference and AWWA/WEA Annual Conference and attended training sessions, attended additional training at Environmental Training Center, Ripley, WV and at sessions sponsored by WV Rural Water. Topics included collection system class and test, project management, PSC round table discussion, integrated planning, ethics and open meeting act, Rural Water confined space training, Wastewater Lab Technician class and test.

D. At the City of Moundsville training sessions conducted by Safety Director George Carter topics included heat related illnesses and prevention, defensive driving (25 employees attended), Hazmat (22 employees), Blood Borne Pathogens and Winter safety (29), First Aid (15 employees), Back-Hand and Finger injuries and prevention (29 employees), Trenching and Shoring/Confined Space (27 employees), Welding/Cutting, PPE and Pandemic Response (28 employees), Defensive Driving (11) (due to the c-virus each training session was held at individual Department's facilities, numbers of employees attending not available).

E. Five employees attended the Competent Person, trench shoring class sponsored by Trench Shoring Services of Pittsburgh PA.

12.) Maintained report line and log book of calls from Utility customers.

MDSV. WVR030013

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14. Has a TMDL been developed since your plan was approved?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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**III. Fiscal Reporting**

15. Include or attach a fiscal analysis of capital and operating expenditures to implement the MCMs. The fiscal analysis shall include only those expenditures by the locality seeking coverage under the WV MS4 2009 General Permit and not those for MCMs implemented by other entities. (WV MS4 2009 General Permit, p. 25, #13)	
16. Please provide total capital expenditures for this reporting period.	\$253,093.17
17. Please provide total operating expenditures for this reporting period.	\$275,607.37

**IV. Coordination Efforts and Organization**

18. Please provide a description of the coordination efforts with other MS4s, county governments, transportation agencies, colleges, universities, correctional facilities, prisons, and any other entities regarding the implementation of the MCMs, including the status of any memoranda of understanding or other agreements executed between the permittee(s) and any other entity. (WV MS4 2009 General Permit, p. 24, #9)

- 1). Maintained storm water posters in Courthouse.
- 2). Advertised 2020 River Sweep on bulletin board at Moundsville City Building.
- 3). Advertised Marshall County clean up days at City Building.
- 4). Conducted Commercial education to first responders on bar screens in the storm water collection system to prevent flooding and debris from entering the collection system. Sent letter and pictures to Moundsville Paid fire department, Moundsville Police Department, Moundsville Public Works Department, Moundsville Volunteer Fire Department, Glen Dale Volunteer Fire Department, Marshall County Sheriff Department, Marshall County 911, Marshall County Office of Emergency Services and the West Virginia State Police.
- 5). Participated in the Marshall County Business and Home Expo on March 6 and 7, 2020.
- 6). We belong to the Municipal Water Quality Association, attend meetings when able, attended meetings with the WVMS4 State Organization.

**MDSV. WVR030013**

19. Please provide name and contact information for individual with overall program management and implementation responsibility, and if different, name and contact information of individuals responsible for each minimum control measure. Please attach a table of organization.

Larry R. Bonar, P.O. Box 480, Moundsville, WV 26041, 304-845-4360, lrbonar@moundsvillewwtp.com

#### V. Changes to SWMP

20. Did any of your activities, BMPs, or measurable goals as outlined in your SWMP change during the reporting period? MDSV. WVR030013	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
21. Do you anticipate any planned activities, BMPs, or goals as outlined in your SWMP to change in the upcoming reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>22. If anything has changed, please indicate the MCM and performance measure and provide a brief description below, and attach detailed documentation of the changes, schedule of implementation, measurable goals, and overall effect on your program. (WV MS4 2009 General Permit, p. 24, #6 and #7)</p> <p>1. Have not conducted a storm drain marking program. Plan on doing the program in the near future. Public Education and Outreach and MCM #2, Public Involvement and Participation are affected.</p> <p>2). Billing commercial and industrial sites by the impervious square foot area instead of a flat fee. Have advertised for bids to determine amount of impervious surface for each commercial and industrial properties in coverage area. Received bids and awarded contract to Thrasher Engineering. Currently have first draft of areas in Moundsville and are working with Thrasher in completing the list. Will need to change the Storm water ordinance to do so. Does not affect any MCM but would add revenue to carry out all MCMs.</p>		
23. Is additional documentation attached?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

#### VI. MCM 1: Public Education and Outreach (WV MS4 2009 General Permit, p. 5-6)

24. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
25. Contact: Larry R. Bonar	26. Phone:304-845-4360	

#### Performance Measure 1a: Program implementation

27. Were the proposed activities for developing a public education and outreach program implemented? MDSV. WV030013	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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28. List and briefly describe each of the public education and outreach program development activities undertaken during this reporting period. (WV MS4 2009 General Permit, p. 24, #1)
- 1). Continue to develop and maintain web site ([www.moundsvillegwtp.com](http://www.moundsvillegwtp.com)), have storm water education on site, past MS4 annual reports, storm water permit and storm water ordinance on site. Have storm water survey on web page, no one completed survey, tested survey and works as planned.
  - 2). Maintain Brochures and educational material for the public at the City Building. Brochures contains material on storm water runoff, streams, preventing pollution, dos and don'ts concerning storm water, pet waste, and Storm water Report Line.
  - 3). Attended the Marshall County Chamber of Commerce 2020 Home and Business Expo at the NCLETTTC Building in Moundsville WV. The Moundsville Sanitary/Stormwater Utility Board participated and had an educational booth at the 2020 Marshall County Chamber of Commerce Home and Business Expo held in Moundsville on March 6 and 7, 2020. Had information on locations of our CSOs in Moundsville. Held a drawing for a rain barrel, 96 people signed up for rain barrel drawing. Gave out 166 flyers, brochures and fact sheets to the general public. They included: solutions to Storm water Problems, Enviro Facts Urban Runoff, Protecting water Quality from Urban Runoff, Do you Have a Stream in Your Backyard, Controlling Combined Sewer Overflows, Enviro Fact Sheet Combined Sewer Overflows, Storm water and Illicit Discharges, Rain barrel Facts Why harvest Rain, Rain Barrel Facts Managing Your Rain barrel, Groundwater Kids Can Help Too, Enviro Factsheet Preserving Our Wetlands, Nonpoint Source Pollution Pamphlets, Protecting Water Quality From Urban Runoff, Nature's Way/How wastewater Treatment Works For You, From The Land To Your Water, Water Quality Standards, Stormwater Pollution Controls, It All Adds Up! Watershed Pollution, Who Is helping The Watershed/Pollution Solutions You can Do At Home. By giving away the rain barrel we were able to talk with a large number of people and provide information and educational material concerning CSOs. We received a lot more contact with the people We felt that it was a success and plan on doing it again next year.
  - 4). Used monthly water/sewer billing to educate citizens on the storm water report line. Message concerning our storm water report line appeared on the August 2019 water and sewer bills. Bills are sent to over 4500 Utility customers.
  - 5). Did not send newsletters to all citizens and utility customers of Moundsville Sanitary/Stormwater Utility Board in this report period. Was working on the 3<sup>rd</sup> quarter newsletter when staff was put on alternate work schedules due to the Corvid 19 virus. Plan on starting to develop and send out newsletters in next report period.
  - 6). Maintain educational posters at the local Marshall County Courthouse.
  - 7). Advertised Storm water Report Line, illicit discharge education in the Wheeling Intelligencer and News Register a local newspaper on: August 29, 2019 in the 2019 High School Football preview supplement, Aug. 30, 2019 High School Football John Marshall supplement, September 26, 27, 28, 29, and 30, 2019 , Oct. 25, 2019 newspaper, Nov. 28, 2019 newspaper, Dec. 4, 2019 2019-2020 High School Basketball preview supplement, Feb. 24, 2020 newspaper, the March 23, 24, 25, 26, 27 and 28, 2020. Report Line appeared on August, 2019 City of Moundsville Water and Sewer Bills, over 4500 bills sent out to all Utility customers. Ad also has information on Illegal Dumping and Illicit discharges. Report line information displayed at Moundsville City Building and at the 2020 Moundsville Chamber of Commerce Business and Home Show.
  - 8). Maintained bulletin board at Moundsville City Building and Water Office. Topics included pet waste, illicit discharges, report line, watershed education, 2020 Ohio River Sweep, storm water dos and don'ts.

**MDSV. WVR030013**



- 9). Made available at the Moundsville City Building the 2018-2019 annual storm water report. Four copies was picked up. Storm water annual reports are on our web page.
- 10). Advertised a 6 inch by 8 inch educational ad in the Moundsville Dailey Echo (newspaper) on 4/28/2020 and 5/5/2020 concerning the effects of pet waste has on local streams and how to prevent pollution from pet waste.
- 11). Advertised a 6 inch by 10 inch on 4/14/2020 and 5/12/2020 that discussed 10 things that anyone can do to help the keep our local streams and rivers clean. It covered car washing, yard care, fertilizer and pesticide use, car maintenance, pet waste, illicit discharges, trash/litter disposal and disposal of cigarettes.
- 12). Continue to work with The City of Moundsville Recreation Department to maintain pet waste disposal stations at all City parks and recreational facilities.
- 13). Meeting Notices: Ran meeting announcements in the local newspapers (Moundsville Dailey Echo, Wheeling News Register and posted meeting notices at the Moundsville City Building, Water Department and Wastewater Plant at least 3 days before meeting. Ad had meeting agenda and included an invitation for the public to attend. We had very low attendance at the meetings.
- 14). Conducted Commercial education to first responders on bar screens in the storm water collection system to prevent flooding and debris from entering the collection system. Sent letter and pictures to Moundsville Paid fire department, Moundsville Police Department, Moundsville Public Works Department, Moundsville Volunteer Fire Department, Glen Dale Volunteer Fire Department, Marshall County Sheriff Department, Marshall County 911, Marshall County Office of Emergency Services and the West Virginia State Police.
- 15. Attend Watershed meetings when they are available.

29. Did you achieve all the goals that you identified in your SWMP related to developing the education and outreach program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
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30. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

MDSV. WVR030013

<b>Performance Measure 1b: Evaluation of effectiveness of public education and outreach efforts</b>			
31. Did you evaluate the effectiveness of the public education and outreach program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
32. How did you evaluate the effectiveness of the public education and outreach program in this reporting period? (WV MS4 2009 General Permit, p. 24, #2)			
1). Recorded calls and comments in log book, responded as needed.			
2). Had survey on web site, received no responses for survey this report period. Checked web site to be sure survey worked and it did.			
3). Discussed storm water program and in general to determine the effectiveness of program with the public at the 2020 Marshall County Chamber of Commerce Business and Home Show. Appears that we are having more conversations and questions from the general public on the environment and storm water every year that we attend the Show. The general public appears to be more willing to discuss storm water pollution more every year than in the past.			
33. Regardless of your answer to the previous question, have you identified new or better ways to evaluate the public's understanding of your program and water quality issues?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
34. If yes, please describe any changes you would like to consider to improve your evaluation of effectiveness of outreach. NA			

<b>Performance Measure 1c: Documentation and tracking of public education and outreach efforts</b>			
35. Did you track and keep records of your outreach activities?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
36. For print, radio, and television media activities, did you keep records that include i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution, and iv) the duration of air time or publication? (WV MS4 2009 General Permit, p. 24, #1)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
37. Are your records available upon request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
38. For pamphlets, brochures, and other finite printed products, did you keep records that include: i) a description of the content or theme; ii) the date of completion of the materials; iii) the date of release or distribution; iv) the location or placement of the materials; and v) date of follow up visits to replenish or transition to the next outreach product? (WV MS4 2009 General Permit, p. 24, #1)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
<b>MDSV. WVR030013</b>			

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39. Please describe any additional or alternative documentation and tracking of public education and outreach activities you are implementing. NA

**MDSV WVR030013**

**VII. MCM 2: Public Involvement and Participation** (WV MS4 2009 General Permit, p. 6-7)

40. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
41. Contact: Larry R. Bonar	42. Phone: 304-845-4360	

**Performance Measure 2a: Opportunities for ongoing public involvement and participation in the SWMP**

43. Did you create, or are you in the process of creating, ongoing opportunities for the public to participate in the development, implementation, and updating of your SWMP?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
44. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing opportunities for public involvement and participation for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

45. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

Need to contact a local scout Troop to put markers on storm drains and to hand out door hangers with storm water information. Have verbally contacted people involved in Scouts need to send letter to see if they are interested.

46. List and briefly describe each of the activities undertaken during the reporting period to create ongoing opportunities for the public to participate in your SWMP. (WV MS4 2009 General Permit, p. 24, #1)

- 1). Posted public notice of monthly storm water meetings, advertised in local newspaper, Water Department, Sanitary Board's Office and City Building.
- 2). Advertised Storm water Report Line, illicit discharge education in the Wheeling Intelligencer and News Register a local newspaper on: August 29, 2019 in the 2019 High School Football preview supplement, Aug. 30, 2019 High School Football John Marshall supplement, September 26, 27, 28, 29, and 30, 2019, Oct. 25, 2019 newspaper, Nov. 28, 2019 newspaper, Dec. 4, 2019 2019-2020 High School Basketball preview supplement, Feb. 24, 2020 newspaper, the March 23, 24, 25, 26, 27 and 28, 2020. Report Line appeared on August 1, 2019 City of Moundsville Water and Sewer Bills, over 4500 bills sent out to all Utility customers. Ad also has information on Illegal Dumping and Illicit discharges. Report line information displayed at Moundsville City Building and at the 2020 Moundsville Chamber of Commerce Business and Home Show.
- 3). Did not send newsletters to all citizens and utility customers of Moundsville Sanitary/Stormwater Utility Board in this report period. Was working on the 3<sup>rd</sup> quarter newsletter when staff was put on alternate work schedules due to the Corvid 19 virus. Plan on starting to develop and send out newsletters in next report period.
- 4). Continue to have web site that has educational material on storm water, annual storm water reports, SWMP and ordinance on web site along with a survey.

**MDSV. WVR030013**

- 5). Have paper copies of 2018-2019 Annual Stormwater Report available at the Moundsville City Building. Four (4) copies were picked up. No copies were requested by phone or mail.
- 6). Attended the Marshall County Chamber of Commerce 2020 Home and Business Expo at the NCLETTTC Building in Moundsville WV. The Moundsville Sanitary/Stormwater Utility Board participated and had an educational booth at the 2020 Marshall County Chamber of Commerce Home and Business Expo held in Moundsville on March 6 and 7, 2020. Had information on locations of our CSOs in Moundsville. Held a drawing for a rain barrel, 96 people signed up for rain barrel drawing. Gave out 166 flyers, brochures and fact sheets to the general public. They included: solutions to Storm water Problems, Enviro Facts Urban Runoff, Protecting water Quality from Urban Runoff, Do you Have a Stream in Your Backyard, Controlling Combined Sewer Overflows, Enviro Fact Sheet Combined Sewer Overflows, Storm water and Illicit Discharges, Rain barrel Facts Why harvest Rain, Rain Barrel Facts Managing Your Rain barrel, Groundwater Kids Can Help Too, Enviro Factsheet Preserving Our Wetlands, Nonpoint Source Pollution Pamphlets, Protecting Water Quality From Urban Runoff, Nature's Way/How wastewater Treatment Works For You, From The Land To Your Water, Water Quality Standards, Stormwater Pollution Controls, It All Adds Up! Watershed Pollution, Who Is helping The Watershed/Pollution Solutions You can Do At Home. By giving away the rain barrel we were able to talk with a large number of people and provide information and educational material concerning CSOs. We received a lot more contact with the people We felt that it was a success and plan on doing it again next year.
- 7). Attended local watershed meetings during the report period.
- 8). Continue to seek comments from the public on our storm water program through the web site and quarterly flyers, newspaper ads.

47. Describe how you evaluated the effectiveness of your public participation efforts (citizen attendance at public hearings, requests for information on your SWMP, hotline activity, etc.). (WV MS4 2009 General Permit, p. 24, #2)

Maintained and recorded calls in the storm water report log. Record number of citizens that attended the monthly Stormwater Utility Board meeting (2 attended) and made notes of public participation, number of brochures/fact sheets given out and number of people that was in the drawing for the rain barrel at the Marshall County Chamber of Commerce Business and Home Show.

48. Describe the steps taken to ensure that public participation opportunities are ongoing and, if necessary, additional program maintenance activities in future reporting periods to ensure continued participation opportunities. (WV MS4 2009 General Permit, p. 24, #4)

Will continue to send out educational material on storm water, run educational material in local newspapers, and maintain web site and bulletin board at City building. Continue to advertise Moundsville Stormwater Utility Board monthly or special meetings in the newspapers and City Departments so the public will attend. Continue to attend the annual Business and Home show. Attend Rural Water Conference, AWWA/WEA annual conference, MWQA meetings and the States MS4 organization meetings to obtain new ideas and opportunity for the public.

**MDSV. WVR030013**

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**Performance Measure 2b: Communications with community, watershed, and environmental organizations**

49. Did you establish a program for routine communications with community based watershed groups or other organizations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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50. Describe the steps taken to ensure that your programs for routine communications with community-based watershed groups or other organizations are ongoing, or any additional program activities that you believe may be required to ensure continued communications. (WV MS4 2009 General Permit, p. 24, #4)

One of our employees is a member and officer of a local watershed group. Another watershed group their members receives our newsletters and their meetings have been attended by one of our staff when requested.

51. Did you achieve all the goals that you identified in your SWMP related to creating and maintaining ongoing communications with community based watershed groups or other organizations for this reporting period? (WV MS4 Permit, p. 24, #3)	and 2009	General	
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52. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

**MDSV. WVR030013**

**Performance Measure 2c: Public availability of SWMP and annual report**

53. Did you make your SWMP and annual report available to the public?  Yes  No

54. If yes, please indicate the web address, or if a physical location, please indicate where it is and the process, if any, required for the public to access it.

- 1). [www.moundsvillewwtp.com](http://www.moundsvillewwtp.com).
- 2). Available in print at the Moundsville City Building. Reports are located in the main hallway beside the bulletin board by the Water Office where bills are paid. Three (3) copies were picked up.
- 3). Available at the Wastewater Treatment Plant, walk in, phone or e mail.

**VIII. MCM 3: Illicit Discharge Detection and Elimination** (WV MS4 2009 General Permit, p. 7-10)

55. Did you complete all the proposed activities and performance measures for this MCM for this reporting period?  Yes  No

56. Contact: Larry Bonar

57. Phone: 304-845-4360

**Performance Measure 3a: MS4 map**

58. Were your proposed activities for creating and annually updating your MS4 map for the reporting period implemented?  Yes  Partially  No

59. List and briefly describe the activities undertaken to either develop or update your MS4 map.  
(WV MS4 2009 General Permit, p. 24, #1)

- 1). Purchased iam gis mapping system, company came in and walked the town to put in both storm water and sanitary collection system points. Have working map and are still entering information in system. This gives us the ability to update map as needed.
- 2). There were 3 changes for the current storm water system map. Items include new catch basins and piping added to system to aid in better street drainage and one removal of catch basin and culvert.

**MDSV. WVR030013**

Performance Measure 3b: Illicit Discharge Detection and Elimination (IDDE) ordinance development		
60. Has your municipality adopted an IDDE ordinance in accordance with the requirements of the WV MS4 2009 General Permit (Part II Section C.b.3.b)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
61. If not, please describe the activities or progress made in adopting or updating an existing ordinance and provide an estimated date for adoption. (WV MS4 2009 General Permit, p. 24, #1) NA.		

Performance Measures 3c and 3e: IDDE program implementation and assessment, and program tracking		
62. Is your IDDE program fully implemented, including visual inspections based on a system of prioritizing outfalls and procedures for characterizing discharges?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
63. If no, please describe obstacles, if any, to implementation, and an estimate of when your program will be fully implemented. NA		
64. Were all your measurable goals met for implementing and evaluating an IDDE program during this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	x <input type="checkbox"/> Yes	<input type="checkbox"/> No
65. How many field assessments were conducted during the reporting period?	4	
66. How many illicit discharges were identified during the reporting period?	2	
67. How would you characterize the type of illicit discharges found (sewer cross connections, spills, illegal dumping, unaware residents, etc.)?  1.) Chemical Spill. Residential. 2.) Sewer Cross Connection 3.) Fire at commercial sight		
68. How would you characterize the type of pollutants discovered in illicit discharges (oil and grease, fecal coliform, chlorine, paints, etc.)? Name the top five pollutants discovered or uncovered by your IDDE program.  1). Mercury spill. 2). Fecal coliform, solids, rags, BOD, NH3		
69. How many corrective actions were taken to remove illicit discharges?	2	
70. How many enforcement actions were initiated to eliminate illicit discharges into the storm sewer system?	0	
71. Have you attached additional documentation to better identify the nature and extent of the program activities and accomplishments? <b>MDSV. WVR030013</b>	X <input type="checkbox"/> Yes	<input type="checkbox"/> No



See attachment on page 34 of MS4 annual report for further explanation.

**MDSV WVR030013**

**Performance Measure 3d: Public education on hazards of illegal discharges and improper disposal of waste**

72. Did you conduct any activities for educating the public on hazards of illegal discharges for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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73. List and briefly describe each of the education and outreach activities undertaken during this reporting period. (WV MS4 2009 General Permit, p. 24, #1)

- 1) The dates, times and restrictions for the Marshall County Spring Cleanup which has E Recycle, tire disposal, dumpsters for general cleanup was advertised at the City Building.
  
- 2). Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department. The City Safety Manager also conducted Safety Committee meetings, and discussions was also held at monthly Department Head Meetings.  
  
A. Rain Check MS4 and IDDE video and training was held during a training session. 25 Employees attended.  
B. Spills and Skills and GHS/ Hazcom Container Labeling training for City Employees. 35 employees attended.
  
- 3). Attended the Marshall County Chamber of Commerce 2020 Home and Business Expo at the NCLETTTC Building in Moundsville WV. The Moundsville Sanitary/Stormwater Utility Board participated and had an educational booth at the 2020 Marshall County Chamber of Commerce Home and Business Expo held in Moundsville on March 6 and 7, 2020. Had information on locations of our CSOs in Moundsville. Held a drawing for a rain barrel, 96 people signed up for rain barrel drawing. Gave out 166 flyers, brochures and fact sheets to the general public. They included: solutions to Storm water Problems, Enviro Facts Urban Runoff, Protecting water Quality from Urban Runoff, Do you Have a Stream in Your Backyard, Controlling Combined Sewer Overflows, Enviro Fact Sheet Combined Sewer Overflows, Storm water and Illicit Discharges, Rain barrel Facts Why harvest Rain, Rain Barrel Facts Managing Your Rain barrel, Groundwater Kids Can Help Too, Enviro Factsheet Preserving Our Wetlands, Nonpoint Source Pollution Pamphlets, Protecting Water Quality From Urban Runoff, Nature's Way/How wastewater Treatment Works For You, From The Land To Your Water, Water Quality Standards, Stormwater Pollution Controls, It All Adds Up! Watershed Pollution, Who Is helping The Watershed/Pollution Solutions You can Do At Home. By giving away the rain barrel we were able to talk with a large number of people and provide information and educational material concerning CSOs. We received a lot more contact with the people We felt that it was a success and plan on doing it again next year.
  
- 4). Advertised Storm water Report Line, illicit discharge education in the Wheeling Intelligencer and News Register a local newspaper on: August 29, 2019 in the 2019 High School Football preview supplement, Aug. 30, 2019 High School Football John Marshall supplement, September 26, 27, 28, 29, and 30, 2019 , Oct. 25, 2019 newspaper, Nov. 28, 2019 newspaper, Dec. 4, 2019 2019-2020 High School Basketball preview supplement, Feb. 24, 2020 newspaper, the March 23, 24, 25, 26, 27 and 28, 2020. Report Line appeared on August 1, 2019 City of Moundsville Water and Sewer Bills, over 4500 bills sent out to all Utility customers. Ad also has information on Illegal Dumping and Illicit discharges. Report line information displayed at Moundsville City Building and at the 2020 Moundsville Chamber of Commerce Business and Home Show.

**MDSV WVR030013**

5). Maintained bulletin board at Moundsville City Building and Water Office. Topics included pet waste, illicit discharges, report line, watershed education, 2020 Ohio River Sweep, storm water dos and don'ts.

6). Web site has information on IDDE.

74. Were any of these activities included in the public education and outreach efforts described in  
 Yes  No MCM 1?

75. How did you evaluate the effectiveness of the activities described in the list above?  
 (WV MS4 2009 General Permit, p. 24, #2)

Track calls and comments through storm water log book, meetings and general comments.

76. Did you achieve all the goals that you identified in your SWMP related to educating the public on hazards of illegal discharges for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)

Yes

No

77. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

MDSV WVR030013

**Performance Measure 3f: Training for municipal staff on identification, reporting, and elimination of illicit discharges**

78. Have you developed a program to train municipal employees on illicit discharges?

Yes

Partially

No

79. Did you conduct any municipal employee training during this reporting period?

Yes

No

80. List and briefly describe the training activities conducted during the reporting period.  
 (WV MS4 2009 General Permit, p. 24, #1)

Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department.

A. Rain Check MS4 and IDDE video and training was held during a training session. 25 Employees attended.  
 B. Spills and Skills and GHS/ Hazcom Container Labeling training for City Employees. 35 employees attended.

81. How did you evaluate the effectiveness of the training activities? (WV MS4 2009 General Permit, p. 24, #2)

Listen to comments by City employees after the training. No comments was made or questions. Discussed training activities with the new City Safety Manager, George Carter.

82. How many municipal employees were trained to identify and report illicit discharges?  
 (WV MS4 2009 General Permit, p. 24, #2)

57 employees.

83. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on IDDE procedures for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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84. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4) NA

*MDSV WVR030013*

**IX. MCM 4: Construction Site Runoff Control (WV MS4 2009 General Permit , p. 10-12)**

85. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
86. Contact: Larry Bonar	87. Phone 304-845-4360	

<b>Performance Measures 4a and 4b: Develop and implement an ordinance to address stormwater runoff from construction sites one acre or greater</b>			
88. Has your municipality adopted a construction site runoff control ordinance in accordance with the requirements of the WV MS4 2009 General Permit (Part II Section C.b.4.a)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
89. If a program ordinance has not been adopted, have the proposed activities for developing and implementing an ordinance to address stormwater runoff from construction sites been implemented?	<input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
90. Please indicate the anticipated ordinance adoption schedule. (WV MS4 2009 General Permit, p. 24, #1) NA			
91. Has your construction site ordinance been reviewed and/or updated to include any new criteria during the reporting period?	<input type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
92. Is your construction site program being fully implemented to include provisions for: i) plan review, ii) routine site inspections, iii) enforcement, and iv) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
93. Please indicate the number of plan approvals during the reporting period.	3		
94. Please indicate the number of construction site inspections during the reporting period.	7		
95. Please indicate the number of enforcement actions during the reporting period (can attach document).	0		
96. Are enforcement records maintained and available upon request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
97. Is there adequate funding to fulfill the program implementation requirements required by the WV MS4 2009 General Permit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
98. Briefly list and describe any activities outlined in your SWMP completed during the past permit year related to construction site operator and/or permittee site inspector training. (WV MS4 2009 General Permit, p. 24, #1)			
<p>Gave contractors, engineers, architects, designers and owners the packet for E&amp;S Control and one inch capture requirement. Discussed with contractors, engineers, architects, designers during development of plans what is needed. Had person reviewing the plans available to meet with all necessary parties involved to assist in developing plans.</p> <p style="text-align: right;"><b>MDSV. WVR030013</b></p>			
99. Did you achieve all the goals that you identified in your SWMP related to developing or implementation and assessment of a construction site runoff control program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

100. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

Need to develop list of property that qualifies for the 1 acre and above categorially. Will use information from Thrasher Engineering to develop square footage records of sites of one acre or more once work is completed.

**X. MCM 5: Controlling Runoff from New Development and Redevelopment** (WV MS4 2009 General Permit, p. 12-19)

101. Did you complete all proposed activities and performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
102. Contact: Larry Bonar	103. Phone: 304-845-4360	

**Performance Measure 5a: Develop, implement, and enforce a program to protect water resources by addressing stormwater discharges from regulated new and redevelopment projects**

104. Has your municipality adopted a stormwater management ordinance in accordance with WV MS4 2009 General Permit (Part II Section C.5.a.ii.A)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
105. If your ordinance has not been adopted, please describe the progress made towards final ordinance adoption during this reporting period, and expected date of final adoption. (WV MS4 2009 General Permit, p. 24, #1) NA			
106. Does your (proposed) ordinance include language incorporating the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
107. Does your (proposed) ordinance include language incorporating the off-site mitigation or fee in lieu alternatives to on-site BMP implementation as described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.4)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
108. Have you developed a process for reviewing and updating your ordinance and program implementation to address the adequacy of provisions for: i) requiring runoff volume reduction on new and redevelopment sites, ii) plan review, iii) BMP construction and maintenance inspections, iv) enforcement, v) inventory and tracking, and vi) record keeping and reporting?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
109. How many projects were reviewed during the reporting period?	0		
<b>MDSV. WVR030013</b>			

110. What types of projects were reviewed (residential, commercial, industrial, etc.)?  
(WV MS4 2009 General Permit, p. 18, #2)

Had no new project(s) that qualified as 1 Acre or more:

111. Provide a summary of the number and types of stormwater BMPs approved in new and redevelopment projects during the reporting period. Please list the BMPs according to the BMP specification number from the WV Stormwater Management Manual (2012). (WV MS4 2009 General Permit, p. 18, #3)

Had no new projects in this report period.

112. Provide a summary of the number and type of projects that qualified for each of the development incentives described in the WV MS4 2009 General Permit (Part II Section C.5.a.ii.A.3) during the reporting period. Please indicate if you have attached additional documentation. (WV MS4 2009 General Permit, p. 18, #3)

Had no new projects in this report period.

113. Provide a summary of the number of projects that qualified for any offsite mitigation or payment in lieu options described in the WV MS4 2009 General Permit (Part II, Section C.b.5.a.ii.A.4) during the reporting period. Please indicate if you attach additional documentation. (WV MS4 2009 General Permit, p. 18, #3)

Zero.

114. How many maintenance agreements were approved during the reporting period?  
(WV MS4 2009 General Permit, p. 18, #4)

0

115. Were any maintenance agreements recorded at the county courthouse?

Yes

No

**MDSV WVR030013**

116. Provide a summary of the number and type of stormwater BMP inspections conducted by MS4 personnel or contracted agents (construction as-built, ongoing operation and maintenance audits, complaint driven, etc.). Include (or attach) a summary of: i) the type and number of BMPs requiring maintenance or repair, ii) the number brought into compliance, and iii) the number of enforcement actions taken. (WV MS4 2009 General Permit, p. 18, #5)

Zero, no BMPs to date qualifies for this requirement.

117. Did you achieve all the goals that you identified in your SWMP related to developing and/or implementing and assessing a stormwater management program for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)

Yes

No

118. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)

NA

**Performance Measure 5b: Long-term watershed protection elements**

119. Does a local ordinance or equivalent document incorporate the watershed protection elements described in WV MS4 2009 General Permit (Part II Section C.5.a.i.A)?

Yes

Partially

No

120. If yes, please describe how the permittee's legal authority addresses the following watershed protection elements: (WV MS4 2009 General Permit, p. 18, #1)

121. Minimize impervious cover.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

122. Preserve, protect, create, and restore ecologically sensitive areas.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

123. Implement practices that prevent or reduce thermal impacts to streams.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

124. Seek to avoid or prevent hydromodification of water bodies caused by development.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

125. Minimize impacts to existing vegetation (especially trees).

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

126. Minimize impacts to native undisturbed soils.

Moundsville Stormwater Ordinance and Regulations for post Construction Stormwater management.

**MDSV WVR030013**



127. If the watershed protection elements have not yet been incorporated into a planning document or ordinance, please describe the actions to be taken to incorporate these elements. (WV MS4 2009 General Permit, p. 24, #1)

Watershed Elements are included.

**Performance Measure 5c: Street and parking design assessments**

128. Were the proposed activities for assessing the current street design guidelines and parking requirements implemented?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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129. If this is your third-year report, please attach your report assessing the current street and parking design requirements, and recommendations and proposed schedules for incorporating policies and standards to maximize vegetation and minimize impervious cover where possible. (WV MS4 2009 General Permit, p. 24, #8)

**XI. MCM 6: Pollution Prevention & Good Housekeeping for Municipal Operations** (WV MS4 2009 General Permit, p. 19-21)

130. Did you complete all the required performance measures for this MCM for this reporting period?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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131. Contact: Larry Bonar

132. Phone: 304-845-4360

**Performance Measures 6a and 6b: Develop and implement an operation and maintenance program for all municipal facilities that includes prevents or reduces the discharge of polluted runoff**

133. Were the proposed activities for developing a pollution prevention and good housekeeping program for municipal operations implemented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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134. List and briefly describe the activities outlined in your SWMP for the development of a pollution prevention and good housekeeping program for municipal operations undertaken during this reporting period.

- 1). Continue street sweeping program. Total for the year is 906 cu. Yards of debris and solids picked up.
- 2). Continue catch basin cleaning and pipe cleaning. Cleaned catch basins tops 47 time City wide, before and after rain events. Cleaned bar screens at Sycamore and Highland Ave. 21 times before or after a rain event. Cleaned 3,800 feet of ditch. Inspected collection system 8 times, camera storm sewers 4, checked catch basins and bar screens 82 times. 22 days of training or mapping of storm water collection system.
- 3). Rebuilt 21 catch basins and curb drains, 9 storm sewer piping repairs, 4 storm water manhole repairs. Repaired bar screens 2 times. Installed approximately 335 feet of medium size rip-rap in drainage ditch. Installed 140 feet of 8 inch piping and catch basin to correct drainage problem.
- 4). Continue to furnish trash containers and empty containers as needed.
- 5). Continue to replace bags at pet waste stations in City Parks. Replaced 4,000 bags in pet waste stations.
- 6). Conducted training for City Employees, Departments represented: Public Works, Sanitary, Building Inspection, Stormwater Department, Sanitation and Fire Department. The City Safety Manager also conducted Safety Committee meetings.

**MDSV. WVR030013**

A. Rain Check MS4 and IDDE video and training was held during a training session. 25 Employees attended.  
 B. Spills and Skills and GHS/ Hazcom Container Labeling training for City Employees. 35 employees attended.  
 Continue to send employees to training sponsored by V Rural Water, WV Environmental Training Center, WVWEA, WVPSC and the City of Moundsville Safety director.

- 7). Continue the annual leaf pick up in the fall.
- 8). Continue to log calls from general public and respond as needed.
- 9). Continue to inspect vehicles and make repairs as needed.

135. Do you have a pollution prevention plan for each of your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
136. Do you have an inspection schedule for conducting inspections at your municipal facilities as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	X <input type="checkbox"/> No
137. Are you tracking and maintaining records of inspection and maintenance activities for each municipal facility as required by the WV MS4 2009 General Permit (Part II Section C.b.6.a)?	<input type="checkbox"/> Yes	X <input type="checkbox"/> No
<p>138. If you answered no to any of the previous three questions, please indicate your proposed schedule for implementing the requirements of the WV MS4 2009 General Permit (Part II Section C.b.6.a).</p> <p>The Public Works, Water and Sanitary Departments are covered under an individual NPDES permit. Have copy of their SWPPP and GWPP on file, do not know if they are updated or not. The Sanitary Board's SWPP was updated in April 2020 and currently have a copy of that. Worked with the new Recreation and Parks Director and he is implementing their SWPPP.</p>		
139. How many inspections were conducted at each municipal facility during the reporting period?	1	
<p>140. List the top three problems that you have found while conducting inspections at municipal facilities.</p> <p>None.</p>		
141. Were these problems corrected? (WV MS4 2009 General Permit, p. 24, #1)	x <input type="checkbox"/> Yes	<input type="checkbox"/> No
142. Did you achieve all the goals that you identified in your SWMP related to developing a pollution prevention and good housekeeping program for municipal operations for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>MDSV. WVR030013</b>		

143. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)  
 NA

**Performance Measure 6c: Municipal employee good housekeeping training**

144. Were the proposed activities for developing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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145. Were the proposed activities for implementing a pollution prevention and good housekeeping training program for municipal employees implemented as described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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146. Did municipal employees receive training in accordance with the guidelines described in the WV MS4 2009 General Permit (Part II, Section C.b.6.c)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Partially	<input type="checkbox"/> No
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147. How many employees received training during the reporting period? (WV MS4 2009 General Permit, p. 24, #1)	52		
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148. Are you maintaining records of all municipal training activities (including training agendas, learning objectives, instructor qualifications, sign in sheets, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
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149. Explain how the effectiveness of the training activities was evaluated (number of employees trained and/or certified in specific good housekeeping skills, measurable improvements in cost or performance of facility maintenance activities, or as outlined in your SWMP). (WV MS4 2009 General Permit, p. 24, #2)

There were 52 employees trained, discussion was held and questions answered. Training included video and general discussion. Training material was purchased from Excal Visual and presented by the City of Moundsville Safety and Training Director.

150. Did you achieve all the goals that you identified in your SWMP related to training municipal employees on pollution prevention and good housekeeping for this reporting period? (WV MS4 2009 General Permit, p. 24, #3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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151. If not, please describe the progress you did make towards achieving your goal(s), and any obstacles and possible solutions such as revised implementation schedules or revised measurable goals. If you are proposing any changes to your SWMP goals or schedule, please include them in Section V above. (WV MS4 2009 General Permit, p. 24, #4)  
 NA

**MDSV. WVR030013**

Moundsville Sanitary/Stormwater Utility Board

MS4 Permit # WVR030013  
City of Moundsville, WV  
Marshall County

Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluate the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: (print) Larry R. Bonar

Title: Superintendent

Signature: Larry R. Bonar

Date: 7/21/2020

**MOUNDVILLE STORMWATER UTILITY BOARD  
FINANCIAL STATEMENTS  
AND SUPPLEMENTARY SCHEDULE A  
FOR JUNE 30, 2020 & JUNE 30, 2019**

1:46 PM

**Moundsville Storm Water Utility Board**  
**Balance Sheet Prev Year Comparison**  
**As of June 30, 2020**

07/19/20

Accrual Basis

	Jun 30, 20	Jun 30, 19	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
Construction-Comm#1518778	30.00	30.00	0.00	0.0%
Main Street Bank-CD#8300254129	69,830.00	69,029.96	800.04	1.2%
Operating-Comm#1517390	105,334.63	70,228.80	35,105.83	50.0%
<b>Total Checking/Savings</b>	175,194.63	139,288.76	35,905.87	25.8%
<b>Accounts Receivable</b>				
Accounts Receivable				
A/R-City Building	0.00	6,858.88	-6,858.88	-100.0%
A/R-Water Dept.	63,881.47	60,820.75	3,060.72	5.0%
Provision for Uncollectible Acc	-11,153.72	-22,529.53	11,375.81	50.5%
<b>Total Accounts Receivable</b>	52,727.75	45,150.10	7,577.65	16.8%
<b>Total Accounts Receivable</b>	52,727.75	45,150.10	7,577.65	16.8%
<b>Other Current Assets</b>				
<b>Restricted Assets</b>				
Sick Leave Buyout-Comm#5030085	1,156.52	1,154.93	1.59	0.1%
<b>Total Restricted Assets</b>	1,156.52	1,154.93	1.59	0.1%
<b>Total Other Current Assets</b>	1,156.52	1,154.93	1.59	0.1%
<b>Total Current Assets</b>	229,078.90	185,593.79	43,485.11	23.4%
<b>Fixed Assets</b>				
Accumulated Depreciation	-157,578.50	-143,448.70	-14,129.80	-9.9%
Collection System	365,553.68	365,553.68	0.00	0.0%
Equipment	65,015.71	65,015.71	0.00	0.0%
Furniture and Equipment	22,310.00	22,310.00	0.00	0.0%
Transportation Equipment	29,593.00	29,593.00	0.00	0.0%
<b>Total Fixed Assets</b>	324,893.89	339,023.69	-14,129.80	-4.2%
<b>Other Assets</b>				
Organizational Costs	8,177.41	8,177.41	0.00	0.0%
<b>Total Other Assets</b>	8,177.41	8,177.41	0.00	0.0%
<b>TOTAL ASSETS</b>	<u>562,150.20</u>	<u>532,794.89</u>	<u>29,355.31</u>	<u>5.5%</u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable				
Accounts Payable	18,135.88	21,927.41	-3,791.53	-17.3%
<b>Total Accounts Payable</b>	18,135.88	21,927.41	-3,791.53	-17.3%
<b>Other Current Liabilities</b>				
Payroll Liabilities	57.40	166.14	-108.74	-65.5%
<b>Total Other Current Liabilities</b>	57.40	166.14	-108.74	-65.5%
<b>Total Current Liabilities</b>	18,193.28	22,093.55	-3,900.27	-17.7%
<b>Total Liabilities</b>	18,193.28	22,093.55	-3,900.27	-17.7%
<b>Equity</b>				
Retained Earnings	510,701.34	507,305.60	3,395.74	0.7%
Net Income	33,255.58	3,395.74	29,859.84	879.3%
<b>Total Equity</b>	543,956.92	510,701.34	33,255.58	6.5%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>562,150.20</u>	<u>532,794.89</u>	<u>29,355.31</u>	<u>5.5%</u>

No Assurance is Provided

Page 28

**Moundsville Storm Water Utility Board**  
**Profit & Loss Prev Year Comparison**  
**June 2020**

	Jun 20	Jun 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Penalties	0.00	687.28	-687.28	-100.0%
Stormwater Fees	25,000.00	24,680.54	319.46	1.3%
<b>Total Income</b>	<u>25,000.00</u>	<u>25,367.82</u>	<u>-367.82</u>	<u>-1.5%</u>
<b>Gross Profit</b>	25,000.00	25,367.82	-367.82	-1.5%
<b>Expense</b>				
743.9-Newspaper Ad	0.00	207.20	-207.20	-100.0%
Admin & General Salaries	75.00	75.00	0.00	0.0%
Attorney Fees	0.00	1,750.00	-1,750.00	-100.0%
Bad Debt Recovery	-13,738.30	0.00	-13,738.30	-100.0%
Billing&Collecting	33.58	329.98	-296.40	-89.8%
Directors' Fees	150.00	225.00	-75.00	-33.3%
Lab Fees	0.00	468.50	-468.50	-100.0%
Maintenance	33,615.50	41,246.07	-7,630.57	-18.5%
Miscellaneous General Expense	175.40	0.00	175.40	100.0%
Operation Wages	150.00	150.00	0.00	0.0%
Outside Services	1,150.00	2,498.72	-1,348.72	-54.0%
Payroll Expenses	28.70	34.44	-5.74	-16.7%
Publications	322.61	0.00	322.61	100.0%
Refunds	0.00	47.16	-47.16	-100.0%
Supplies	0.00	313.46	-313.46	-100.0%
<b>Total Expense</b>	<u>21,962.49</u>	<u>47,345.53</u>	<u>-25,383.04</u>	<u>-53.6%</u>
<b>Net Ordinary Income</b>	3,037.51	-21,977.71	25,015.22	113.8%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	4.83	8.87	-4.04	-45.6%
<b>Total Other Income</b>	4.83	8.87	-4.04	-45.6%
<b>Other Expense</b>				
Depreciation Expense	981.09	1,508.37	-527.28	-35.0%
<b>Total Other Expense</b>	981.09	1,508.37	-527.28	-35.0%
<b>Net Other Income</b>	-976.26	-1,499.50	523.24	34.9%
<b>Net Income</b>	<u><u>2,061.25</u></u>	<u><u>-23,477.21</u></u>	<u><u>25,538.46</u></u>	<u><u>108.8%</u></u>

**Moundsville Storm Water Utility Board**  
**Profit & Loss Prev Year Comparison**  
**July 2019 through June 2020**

07/19/20

Accrual Basis

	Jul '19 - Jun 20	Jul '18 - Jun 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Penalties	4,267.92	5,993.15	-1,725.23	-28.8%
Permit Fees	300.00	2,600.00	-2,300.00	-88.5%
Stormwater Fees	303,839.29	303,201.61	637.68	0.2%
<b>Total Income</b>	<b>308,407.21</b>	<b>311,794.76</b>	<b>-3,387.55</b>	<b>-1.1%</b>
<b>Gross Profit</b>	<b>308,407.21</b>	<b>311,794.76</b>	<b>-3,387.55</b>	<b>-1.1%</b>
<b>Expense</b>				
743.9-Newspaper Ad	0.00	207.20	-207.20	-100.0%
783-Office Supplies	408.26	1,925.80	-1,517.54	-78.8%
795.3-Engineering	500.00	113.50	386.50	340.5%
Admin & General Salaries	900.00	900.00	0.00	0.0%
Attorney Fees	1,750.00	3,500.00	-1,750.00	-50.0%
Bad Debt Recovery	-13,738.30	0.00	-13,738.30	-100.0%
Billing&Collecting	2,552.62	3,748.95	-1,196.33	-31.9%
Directors' Fees	2,400.00	2,475.00	-75.00	-3.0%
Lab Fees	86.40	550.99	-464.59	-84.3%
Lease Expense	558.03	0.00	558.03	100.0%
Maintenance	253,093.17	248,550.73	4,542.44	1.8%
Miscellaneous General Expense	175.40	1,567.75	-1,392.35	-88.8%
Operation Wages	1,725.00	1,800.00	-75.00	-4.2%
Outside Services	8,975.00	10,358.72	-1,383.72	-13.4%
Payroll Expenses	384.42	395.90	-11.48	-2.9%
Publications	1,570.86	2,078.06	-507.20	-24.4%
Refunds	0.00	47.16	-47.16	-100.0%
Supplies	421.51	1,115.48	-693.97	-62.2%
Taxes	0.00	5,347.92	-5,347.92	-100.0%
Transportation Expense	106.70	66.91	39.79	59.5%
<b>Total Expense</b>	<b>261,869.07</b>	<b>284,750.07</b>	<b>-22,881.00</b>	<b>-8.0%</b>
<b>Net Ordinary Income</b>	<b>46,538.14</b>	<b>27,044.69</b>	<b>19,493.45</b>	<b>72.1%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	847.24	385.02	462.22	120.1%
<b>Total Other Income</b>	<b>847.24</b>	<b>385.02</b>	<b>462.22</b>	<b>120.1%</b>
<b>Other Expense</b>				
Depreciation Expense	14,129.80	24,033.97	-9,904.17	-41.2%
<b>Total Other Expense</b>	<b>14,129.80</b>	<b>24,033.97</b>	<b>-9,904.17</b>	<b>-41.2%</b>
<b>Net Other Income</b>	<b>-13,282.56</b>	<b>-23,648.95</b>	<b>10,366.39</b>	<b>43.8%</b>
<b>Net Income</b>	<b>33,255.58</b>	<b>3,395.74</b>	<b>29,859.84</b>	<b>879.3%</b>





City of Moundsville  
Stormwater Board  
2020 – 2021  
Operating Budget

**Moundsville Stormwater Board 2020-2021 Operating Budget**

<b>STORMWATER BOARD</b>	7/1/20-6/30/21	YEAR TO DATE	EST. FINAL	PROJECTED
CITY OF MOUNDSVILLE WV	BUDGETED	AS OF	ANNUALIZED	BUDGET
2020/2021 PROJECTED BUDGET	7/1/19-6/30/20	12/31/2019	6/30/2020	7/1/20-6/30/21
<b>SALES</b>				
STORMWATER FEES	\$306,500.00	\$155,236.52	\$310,473.04	\$310,400.00
PERMIT FEES	\$2,500.00	\$300.00	\$600.00	\$600.00
FORFEITED DISCOUNTS	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL SALES</b>	<b>\$309,000.00</b>	<b>\$155,536.52</b>	<b>\$311,073.04</b>	<b>\$311,000.00</b>

<b>TOTAL SALES</b>	<b>\$309,000.00</b>	<b>\$155,536.52</b>	<b>\$311,073.04</b>	<b>\$311,000.00</b>
<b>OPERATING EXPENSES</b>				
BILLING SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00
OFFICE SUPPLIES	\$1,000.00	\$50.02	\$100.04	\$200.00
ENGINEERING	\$7,000.00	\$500.00	\$1,000.00	\$4,000.00
ADMIN & GENERAL SALARIES	\$1,100.00	\$450.00	\$900.00	\$1,100.00
BANK SERVICE CHARGES	\$250.00	\$0.00	\$0.00	\$0.00
BILLING AND COLLECTING	\$15,000.00	\$596.72	\$1,193.44	\$3,000.00
DIRECTORS' FEE	\$2,500.00	\$1,125.00	\$2,250.00	\$2,500.00
LAB FEES	\$2,000.00	\$0.00	\$0.00	\$0.00
LEGAL SERVICES	\$3,000.00	\$0.00	\$0.00	\$0.00
MAINTENANCE	\$229,000.00	\$120,758.24	\$241,516.48	\$260,000.00
MISCELLANEOUS GENERAL EXPENSE	\$1,000.00	\$0.00	\$0.00	\$0.00
OPERATION WAGES	\$2,000.00	\$825.00	\$1,650.00	\$2,500.00
OUTSIDE SERVICES	\$15,000.00	\$3,525.00	\$7,050.00	\$16,000.00
PAYROLL EXPENSES	\$500.00	\$183.58	\$367.16	\$400.00
PROFESSIONAL FEES	\$0.00	\$0.00	\$0.00	\$0.00
PUBLICATIONS	\$1,000.00	\$470.00	\$940.00	\$1,000.00
SUPPLIES	\$1,000.00	\$388.03	\$776.06	\$1,000.00
TRAINING	\$900.00	\$0.00	\$0.00	\$1,200.00
Uncollectable Accounts	\$0.00	\$0.00	\$0.00	\$0.00
TAXES	\$150.00	\$0.00	\$0.00	\$0.00
TRANSPORTATION EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00
<b>TOTAL OPERATING EXPENSES</b>	<b>\$284,400.00</b>	<b>\$128,871.59</b>	<b>\$257,743.18</b>	<b>\$292,900.00</b>

**Moundsville Stormwater Board 2020-2021 Operating Budget**

STORMWATER BOARD	7/1/20-6/30/21	YEAR TO DATE	EST. FINAL	PROJECTED
CITY OF MOUNDVILLE WV	BUDGETED	AS OF	ANNUALIZED	BUDGET
2020/2021 PROJECTED BUDGET	7/1/19-6/30/20	12/31/2019	6/30/2020	7/1/20-6/30/21
OTHER EXPENSES				
DEPRECIATION EXPENSE	(\$25,000.00)	(\$8,243.26)	(\$16,486.52)	(\$16,000.00)
AMORIZATION EXPENSE				
INTEREST ON LONG TERM DEBT				
INTEREST EXPENSES-EQUIPMENT				
INTEREST REVENUES	\$400.00	\$370.34	\$740.68	\$800.00
TOTAL OTHER EXPENSES	(\$24,600.00)	(\$7,872.92)	(\$15,745.84)	(\$15,200.00)

TOTAL OTHER EXPENSES	\$24,600.00	\$7,502.58	\$15,745.84	\$15,200.00
TOTAL OPERATING EXPENSES (Page 1)*	\$284,400.00	\$128,871.59	\$257,743.18	\$292,900.00
TOTAL OF OTHER EXP. & OPERATING EXP	\$309,000.00	\$136,374.17	\$273,489.02	\$308,100.00
CAPITAL IMPROVEMENTS				
Equipment Trailor (1/2 Cost)	\$6,500.00			
TOTAL SALES	\$309,000.00	\$155,536.52	\$311,073.04	\$311,000.00
TOTAL OF OTHER EXP. & OPERATING EXP	\$309,000.00	\$136,374.17	\$272,748.34	\$308,100.00
GAIN/LOSS	\$0.00	\$19,162.35	\$38,324.70	\$2,900.00

Amount included in "Outside Services" page 1

Moundsville Sanitary/Stormwater Utility Board

WVR030013

6/27/2019- 6/27/2020 MS4 Annual Report

Additional Information

VIII.MCM 3: Illicit Discharge Detection and Elimination:

#65. Field Assessments:

- 1). Conducted Outfall Inspection: 62 outfalls. Counted this as 1 field assessment.
  
- 2). Found a cross connection at 8<sup>th</sup> and Ash. Planning a separation project to correct the cross connection.
  
- 3). Mercury Spill by home owner, Myrtle Avenue. Fire Department, WV DEP was called (HSEM Reference # 26-94307 (A). There was no fish kill or stream affected.
  
- 4). Accessories Ltd. Structure fire. Vehicle accessory and repair shop was destroyed by fire. Observed site due to possible chemicals, etc. Found no substance that would have reached a catch basin and therefore a stream.

Moundsville Sanitary/Stormwater Utility Board

WVR030013

6-27-19 to 6-27-2020 MS4 Annual Report

Additional Information

MS4 Representative Outfall Sample Results:

1<sup>st</sup> Half results:

Sampled: October 13, 2019

Results: Total Nitrogen: 3.69 mg/L

Results: Total Phosphorous: 0.46 mg/L

2<sup>nd</sup> Half Results: Sampled March 03, 2020

Results: Total Nitrogen: 1.84 mg/L

Results: Total Phosphorous: 0.18 mg/L

Impaired Stream Outfall Testing:

Did not test: Middle Grave Creek, Big Grave Creek and Ohio River

Will test this Report Period (6-27-2020 to 6/27-2021)